

Early  
ADAM-5.4

OSA-2415-64

20 May 1964

MEMORANDUM FOR: Chief, Logistics Services Division  
THROUGH : Chief, Administrative Staff, DD/S&T  
Chief, Survey Branch, Office of Security  
SUBJECT : Telephone Installation

1. It is requested that your office make the necessary arrangements to have the attached telephone installation in office complex 6B0001 accomplished as soon as possible. The existing service in 6B0001 to be expanded by the addition of three instruments.

2. Arrangements should be made at this time for the installation of the two-digit dial phone as indicated on the attachment which will eliminate the necessity for removal of rugs, etc., at a later date.

3. This installation will not require the drilling of any new telephone holes.

4. If required, OSA Allotment Number 4261-1000-1000 may be cited for any funding necessary. Please call extension 7761, for any further information required.

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Deputy Chief  
Support Division, OSA

ATTACH: a/s

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Chief, Survey Branch, Office of Security

cc: Chief, AS/DD/S&T  
Chief, Survey Br, OS

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